

CAP PCA CHECKLIST

I. BASIC INFORMATION:

- a. Name of Project/Location: _____
- b. Authority: ___ Section 14 ___ Section 103
 ___ Section 107 ___ Section 111
 ___ Section 205 ___ Section 208
- c. Non-Federal Sponsor(s): _____
- d. Scheduled date for execution of the PCA: _____
- e. Scheduled Advertisement Date: _____
- f. Scheduled Award Date: _____
- g. Scheduled Project Completion Date: _____

II. PROJECT DOCUMENTS:

- a. Title/Date/Approving Authority of Project Report Supporting PCA: _____
- b. Project Management Plan Approval Date: _____
- c. Estimated Implementation Cost: \$ _____
- d. Date Cost Estimate Prepared and Price Level: _____
- e. Date of Latest Economic Analysis: _____
- f. Current Economics: BCR _____ @ _____ % FY _____

III. PROJECT SPECIFIC: ANSWER QUESTION(S) ADDRESSING SPECIFIC AUTHORITY FOR PROJECT.

a. **Section 103:**

Is a separable recreation feature included in the project? ___ Yes ___ No

b. Section 107:

Is material from the navigation channel being placed on a beach? ____ Yes ____ No

If Yes, is disposal on the beach the least cost alternative? ____ Yes ____ No

If No, does the PCA reflect 50/50 cost sharing of the additional cost for disposal?

____ Yes ____ No If No, explain.

c. Section 111:

If the Federal share of the implementation costs, including periodic nourishment, exceed \$2,000,000, has specific Congressional authority been received to proceed with the project? ____ Yes ____ No ____ N/A

d. Section 205:

Is a separable recreation feature included in the project? ____ Yes ____ No

e. Section 208:

Is a separable recreation feature included in the project? ____ Yes ____ No

IV. FUNDING HISTORY

a. Allocations to Date:

	Federal	Non-Federal
Feasibility	_____	_____
Etc.		

b. Remaining Requirements:

Plans & Specifications	_____	_____
Construction	_____	_____
Etc.		

c. Total Allocations:

_____	_____
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V. COST SHARING SUMMARY:

Purpose (s)	Non- Fed Cash	Non-Fed LERRD	Total Non-Fed Share	Federal Share	Total Implementation Cost
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____

Total

- a. Annual Non-Fed OMRR&R Costs As Applicable _____
- b. Source of Non-Federal Funds: _____
- c. Source, Amount, & Date of Authorization From Granting Agency for Other Agency Funds (Attach Authorizing Letter) : _____
- d. Status of Sponsor Obtaining Funds: _____

VI. SPECIAL CONDITIONS

- a. Sub-agreement Required for Sponsor to Perform: ___Yes ___ No Describe the Sub-agreement and How It Relates to the Sponsor's Requirements Under the PCA _____
- b. As Applicable, Describe the Allocation of Costs Among the Multiple Sponsors: _____
- c. As Applicable Describe Special Cost Sharing IAW Section 1156, Public Law 99-662.
- d. List and Provide Cost Estimates For Betterments to be Funded by the Sponsor: _____

VII. REVIEW BY NON-FEDERAL SPONSOR AND ITS COUNSEL

- a. Does the non-Federal sponsor concur in the PCA as submitted? ___Yes ___No
- b. Has PCA as submitted , including the Certificate of Authority, been reviewed by the non-Federal sponsor's counsel? ___ Yes ___ No

VIII. CERTIFICATION FOR DELEGATED PCA's:

a. PROJECT PLAN

Has the Project Report (Item IIa) been approved by the Director of Civil Works or other official to which authority has been delegated? ___ Yes ___ No

If there were conditions associated with the approval, have they been resolved with the organizational level attaching the conditions? ☐ Yes ☐ No ☐ N/A

If the project to be described in the PCA deviates from the approved project document plan, was it approved by the approving authority? ☐ Yes ☐ No ☐ N/A

b. FUNDING

If funds were added by Congress, has guidance been furnished by HQUSACE regarding the scope of the project to be built and any limiting language to be included in the PCA? ☐ Yes ☐ No ☐ N/A

Does the proposal comply with HQUSACE Congressional add guidance? ☐ Yes ☐ No ☐ N/A

c. AUTHORITY

Is authority adequate to complete the project as proposed? ☐ Yes ☐ No

d. ENVIRONMENTAL COMPLIANCE

Have all applicable environmental requirements been met and clearances received? ☐ Yes ☐ No

Show actual or scheduled completion dates for environmental compliance.

Dates of Environmental Compliance : FONSI Signed ☐ EIS Filed ☐ ROD Signed ☐
ESA Sec. 7 Concluded ☐ CZM Consistency Determination ☐
401 Certification ☐ or 404(r) ☐ 404(b) (1) ☐ Sec 103 MPRSA Eval ☐
Sec 106 NHPA (SHPO and/or ACHP) ☐ USFWS Coord. Act Rpt. ☐
Clean Air Act ☐

Have the costs of compliance with the above clearances been adequately defined and included in the project cost estimate to ensure the sponsor is not required to provide unexpected funds? ☐ Yes ☐ No

e. FINANCING PLAN

Has the Project Manager certified that the sponsor has the funds to share in the project costs as required by the PCA? ☐ Yes ☐ No

f. **PCA**

Is the PCA in accordance with the model PCA for this type project? ____ Yes ____ No

g. **DISTRICT COUNSEL REVIEW OF PCA**

Has the District Counsel reviewed and approved the draft PCA for legal sufficiency?
____ Yes (Cetification attached) ____ No

IX. PCA NOT DELEGATED FOR APPROVAL: PCA MUST BE SUBMITTED TO HQUSACE FOR ASA(CW) APPROVAL WHEN THERE ARE DEVIATIONS FROM THE MODEL PCA OR THE FOLLOWING APPLY:

- a. If the PCA includes any deviation from the approved Project Report, describe them and the reasons why.
- b. If there are issues/controversies that must be resolved to enable the PCA to be signed, describe how and when they will be resolved.
- c. If the project is a Congressional add and the PCA covers more than the limit of Federal appropriations, describe why and how this can be recommended.

X. AUTHENTICATION:

Project Manager

Date: _____

DDE (PM)

Date: _____

District Commander

Date: _____